



# TOWN OF ELLINGTON

55 MAIN STREET • P.O. BOX 187  
ELLINGTON, CONNECTICUT 06029-0187

## BOARD OF FINANCE

ROBERT J. CLEMENTS  
Chairman

RICHARD J. CLEARY  
MARK A. JOYSE  
BARRY C. PINTO  
MICHAEL D. VARNEY  
JOSEPH E. WEHR

## REGULAR MEETING TUESDAY, MARCH 9, 2010 MINUTES

**Members Present:** R. Clements, M. Joyse, B. Pinto, M. Varney

**Members Absent:** R. Cleary, J. Wehr

**Others Present:** M. Blanchette-First Selectman, N. DiCorleto-Finance Officer, A. Conti-Tax Collector, G. Fetko-DPW Director, J. Prichard-Selectman, Robert Howard and Jeffrey Walsh of CCR, Resident R. Neal

### 1. Call to Order

Chairman Robert Clements called the meeting to order at 8:05 PM.

### 2. Citizens Forum: (none)

### 3. Approval of Minutes

**MOVED (JOYSE) SECONDED (PINTO) AND PASSED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 2, 2010 AS WRITTEN.**

**MOVED (PINTO) SECONDED (JOYSE) AND PASSED TO APPROVE THE CAPITAL IMPROVEMENTS MEETING OF FEBRUARY 16, 2010 AS WRITTEN.**

### 4. Tax Collector

Ann Marie Conti, Tax Collector addressed the Board. She stated that the tax collections are at 97.5% which is up from last year at this time. She is estimating that she will collect 98% of taxes due. She has been working with the Town Attorney to collect the back taxes and has collected more than was budgeted. There are a couple of properties that she and the Town Attorney are working on for 2010-11. She is recommending that a 97.5% collection rate be used for 2010-11.

### 5. Presentation of 2008-09 Audit

Mr. Robert Howard and Jeffrey Walsh of CCR presented the 2008-09 Audit Report to the Board of Finance. Some of the highlights were that the audit was clean and no material weaknesses were found in the Federal or State Single Audits. A lot of accounts were tested and nothing was

found to be deficient. The GASB 35 for the funding of the town's liability for employee benefits was found to total \$3.3 million to be funded over time based on a formula which has resulted in a net obligation as of June 30, 2009 of \$135,877. This is the first year that this program was implemented and because of this evaluation, the audit took longer than usual. Management recommendations included an IT Assessment as well as the recommendation to pursue the collections from the Ambulance Corps fund.

Chairman Clements asked what would happen if the Finance Officer was incapacitated. Mr. Howard stated that there is no formal plan which poses some risk. Other towns that they audited do not have a formal plan and they have found that usually a temp or interim financial officer would take over. Mr. DiCorleto stated that the IT people have all the security passwords should something happen to him.

## **6. Financial Statements**

The Finance Officer told the Board that the Crystal Lake Fire Dept received \$28,000 from the sale of their old Fire Engine. Chief Pippin has asked Mr. Clements if some of that money could be used to purchase a new set of extrication tools.

Mr. DiCorleto told the Board that the IT Service Contract from The Computer Company came in at \$78/hr for one year with a 4 year extension. This service was \$74.50/hour last year.

The audit bids went out and are due back on March 22. This is a 3 year bid with an option for two additional years.

Mr. DiCorleto stated that the grand list reductions are mostly from automobiles. State revenues are down by \$6,000 due to a reduction in LOCIP. The Building Department revenues are up due to the St. Francis, ECHN, YMCA and Deer Valley building projects. He went over several estimated variances that may require additional appropriations at year end.

The Ambulance Corps budget for 2009-10 is anticipated to be over budget at year end. There was discussion regarding how the funds are spent. The ambulance fee program needs to reimburse the Town for the funds spent. Mr. Clements asked who controlled the funds. He would like to meet with Ambulance Corps to address this. He was under the impression that the Town had to allocate the money for them to spend it.

Mr. DiCorleto informed the Board that there is a boiler conversion to gas and remediation from the underground oil tank that needs to be done at the Town Hall. The DPW Director has estimated the cost for both to be \$64,900. The Finance Officer has set up a line item for this in the Town Hall 810 account. This will be put on the next Board of Selectmen's agenda for April.

## **7. New Business**

### **DEP Consent Order**

This is for the installation of a stormceptor at Crystal Lake in lieu of paying a fine.

**MOVED (PINTO) SECONDED (JOYSE) AND PASSED TO CLOSE OUT THE 2008-09 CAPITAL NON-RECURRING UNIMPROVED ROAD IMPROVEMENT PROJECT IN THE AMOUNT OF \$39,000 TO THE 2009-10 UNRESERVED GENERAL FUND BALANCE.**

**MOVED (JOYSE) SECONDED (PINTO) AND PASSED TO APPROVE AN ADDITIONAL APPROPRIATION IN THE AMOUNT OF \$39,000 FROM 2009-2010 GENERAL FUND BALANCE TO THE DPW TOWN ROAD AID-MATERIALS ACCOUNT.**

**8. Old Business**

None

**9. Adjournment**

**MOVED (PINTO) SECONDED (JOYSE) AND PASSED TO ADJOURN THE MEETING AT 9:00 PM.**

Respectfully submitted:

A handwritten signature in cursive script that reads "Lori Smith".

Lori Smith, Recording Clerk